

# Phase 2 Dashboard 4/6 Update

Wave 1 Project	Current Status (identify recent/upcoming engagement, deliverables, etc.)
Strategic Procurement - MRO	<ul style="list-style-type: none"> <li>Team Meeting #11 on 4/4               <ul style="list-style-type: none"> <li>Refined recommendations and began development of business case</li> <li>Continued discussion of financial model components for all recommendations</li> </ul> </li> <li>Provided update to Advisory Committee on 4/5</li> </ul>
Strategic Procurement - Scientific Supplies	<ul style="list-style-type: none"> <li>Received approval to prepare a common appendix of general strategic purchasing recommendations</li> <li>Continued updates to business case draft based on survey results analysis and solution-specific information</li> <li>Reviewed draft financial model as a team for additional revisions, analysis, clarity, and consistency of scope and recommendations</li> </ul>
Strategic Procurement - Office Supplies	<ul style="list-style-type: none"> <li>Hosted Team Meeting #13 on 4/3               <ul style="list-style-type: none"> <li>reviewed draft of business case components</li> <li>reviewed updated financial model</li> </ul> </li> </ul>
Computer Bundles	<ul style="list-style-type: none"> <li>Survey distributed to identified contacts on 3/30 using AE Feedback email address</li> <li>Proposed solution description/scope section of business case updated following team discussion on 3/29</li> <li>Compiled policy/process research at other universities to reflect identified team policy framework</li> <li>Team reviewed and discussed draft two of financial model at extended meeting on 4/5</li> <li>Team reviewed and edited updated proposed solution description/scope section of the business case</li> <li>Team reviewed additional policy/process research at other universities and refined draft framework of computer purchasing/bundling policy recommendations</li> </ul>

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Email & Calendaring	<ul style="list-style-type: none"> <li>The report from the survey of email &amp; calendaring administrators was presented to the team and reviewed for key takeaways <ul style="list-style-type: none"> <li>Administrators were contacted for scheduling of follow-up focus groups; follow-up questions were developed and finalized</li> </ul> </li> <li>The team continued to identify Google power users and distributed questions to determine how faculty and researchers are using this software. Results will be rolled-up and analyzed in the upcoming week</li> <li>An initial list of questions for Google and Microsoft was developed and shared with the team. This list will be expanded before being sent to both vendors in advance of upcoming conversations</li> <li>The team identified Minnesota (Google) and Nebraska (Office 365) as primary institutions to connect with regarding recent transitions</li> <li>An initial draft of the product comparison matrix (functional requirements) was developed and reviewed by the team. Clarification points exist for vendor follow-up</li> </ul>
Data Center Aggregation	<ul style="list-style-type: none"> <li>The survey of data center administrators (characteristics of data centers and administrator needs) was administered and closed. Survey data will be analyzed and presented to the team in the upcoming week</li> <li>Based on a document which details various scenarios, the team held discussion to identify a solution and move towards a recommendation <ul style="list-style-type: none"> <li>A combination of an on-site/off-site strategy was favored by the group</li> <li>For rollout, a possibility could be pilots of the administrative units under Darrell Bazzell</li> <li>A sensible service model will be of paramount importance</li> </ul> </li> <li>The team reviewed a document which detailed the existing/future business process for virtualizing servers and data centers <ul style="list-style-type: none"> <li>The team is considering options to scale this existing service offering</li> <li>A cost estimate will be developed and reviewed</li> </ul> </li> </ul>
Space Utilization	<ul style="list-style-type: none"> <li>Thirteenth team meeting held on April 4th, 2012</li> <li>Began additional utilization data collection on 9 targeted buildings <ul style="list-style-type: none"> <li>Four of nine buildings have been completed</li> </ul> </li> <li>Delivered work team update to the Advisory Committee on April 5th, 2012 <ul style="list-style-type: none"> <li>Drafted presentation</li> <li>Vetted presentation with work team</li> <li>Presented to Advisory Committee</li> </ul> </li> <li>Captured additional questions and ideas to initiate targeted stakeholder engagement</li> <li>Drafted survey to engage targeted stakeholders <ul style="list-style-type: none"> <li>Survey vetted with team and additional questions captured</li> </ul> </li> <li>Began to capture ideas for solution development and incentives for proposed solutions</li> <li>Created a draft financial model <ul style="list-style-type: none"> <li>Began data collection to begin populating the financial model</li> <li>Data collected from the Office of Space Management, Madison Budget Office, and FP&amp;M</li> </ul> </li> <li>Continued to populate the change management plan</li> </ul>

# Phase 2 Dashboard 4/6 Update (continued)

Wave 2 Project	Current Status (identify recent/upcoming engagement, deliverables, etc.)
Enterprise IT Decision Making Current State	<ul style="list-style-type: none"> <li>• Held Kick-off Meeting</li> <li>• Built high-level project plan</li> <li>• Identified need for data collection and representation frameworks and templates</li> <li>• Crafted agendas for upcoming meetings</li> </ul>
Resource Allocation Current State	<ul style="list-style-type: none"> <li>• Held first of three meetings with Emeritus Deans to discuss budget principles, frameworks, and metrics</li> </ul>
Policy on Policy	<ul style="list-style-type: none"> <li>• Kick-Off meeting on April 6<sup>th</sup></li> <li>• Reviewed charter, scope and goals</li> <li>• Future meeting dates set</li> <li>• Agenda for next meeting: develop definitions</li> </ul>